

WORKING

WITH US



ABOUT PARKOUR UK

Parkour UK are the National Governing Body (NGB) for parkour in the United Kingdom, and officially recognised in this role by the four sports councils (Sport England, Sport Wales, Sport Scotland and Sport NI). We are responsible for promoting and developing parkour within the UK and working in the best interest of the parkour community, our stakeholders, and the company. We are a system partner of Sport England, through whom we receive National Lottery funding to deliver our part in Sport England's Uniting the Movement Strategy ([link](#)). Our articles of association can be found [here](#).

OUR BOARD

The board is comprised of elected and independent appointed directors (including an Independent Chair) and the Chief Executive.

The board is responsible for the overall strategy and business plan of Parkour UK, which they will work closely on with the staff team, who are responsible for the operational day to day delivery of the plan. We are fully compliant with Sport England and UK Sports highest standard of Governance: The Code for Sports Governance (tier 3) [link](#).

We believe that diversity of thought and background makes for a better board that will make better decisions.



Finance, Audit and Probity Sub-Committee Member

The Role

Our innovative and growing organisation is seeking to recruit a Finance, Audit & Probity Sub-Committee Member. This sub-committee will play a pivotal role in the management and oversight of the organisation's finances. We seek individuals who can bring their expertise and experience to help develop and advance our organisation, while acting as ambassadors for Parkour UK and adhering to our core values.

We appreciate you taking the time to review the requirements for the role and apply for the position. We encourage individuals from all demographics to apply, as we want our organisation to reflect the diverse society we live in and work across. We seek people from different backgrounds who support our values of freedom, self-discipline, challenge, and community.

Any overall success within the parkour community and the wider sports sector will result from a combined effort. We are committed to encouraging the building of partnerships and collective capacity, with the intent to co-create, engage with young people, and continue to explore new opportunities.

Responsibilities

- The committee will meet at least four times a year scheduled a month in advance of Board meetings to allow outcomes of this meeting to be discussed by the Board.
- To promote a culture of openness within Parkour UK, ready accountability, and probity to ensure the highest standards of conduct of Parkour UK and employees.
- To review accounts and provide assurance on the quality and accuracy of the accounts produced.
- To monitor the effective development and operation of risk management and corporate governance in Parkour UK.
- To monitor the counter-fraud strategy and policies, actions and resources.
- Review and monitor Parkour UK's budget for approval by the board.
- To review Parkour UK's Annual Governance Statement prior to approval and consider whether it properly reflects the risk environment and supporting assurances.
- Produce internal control systems to minimise internal audit risk.
- Approve the risk-based internal audit plan established by management to identify, assess, manage and monitor financial risks.
- Coordinate activities of and communicate information to the Board, external auditors and management.
- Maintain consistent strategic input and scrutiny.
- Consider and comment on the internal financial control and financial risk management, annual report and assurance opinion and a summary of internal audit activity (actual and proposed), together with the level of assurance it can give over Parkour UK's corporate governance arrangements.
- The development and formulation of strategies, policies and procedures for the assessment and monitoring of performance.
- The agreement of targets for service delivery after consultation with other committees.
- Ensuring that the assets are safeguarded.
- Demonstrate and model behaviours that support a safe culture within parkour.

Finance, Audit and Probity Sub-Committee Member

Skills, Knowledge and Experience

- An understanding of the need for independence of audit from daily management responsibilities.
- Be able to maintain strictest confidentiality of sensitive information.
- An understanding of the objectives and key activities of Parkour UK and current major initiative and significant issues for Parkour UK.
- An understanding of Parkour UK's structures and responsibilities, including key relationships with partners businesses and organisations.
- Experience and knowledge in finance, governance and /or risk management.
- An ability to understand the importance of accountability and probity.
- An understanding of the need for independence of audit from daily management responsibilities.
- Financial management or administration experience (accountancy, audit, or management of a large budget) would be advantageous.
- The successful candidate will have considerable seniority and stature, along with impeccable credentials, to enhance the experience and weight of the Board.
- UK public company board experience would also be beneficial.
- The ideal candidate may be of any nationality and locality.
- The successful candidate will have a strong belief in and will contribute to maintaining sound corporate governance principles.
- This appointment calls for an energetic and robust individual with high intellect, committed to pursuing and exploring all issues relevant to the governance of the firm.

Time Commitment: 4 online meetings of 90 minutes per annum (usually taking place in the early evening on weekdays) plus sub-committee prep time to read the agenda, meeting documents and policies and procedures in advance of the meeting.

Term: 4 years, with the opportunity to be appointed for a further 4 years (maximum of two terms)

Role Type: Voluntary and unremunerated

If you wish to have a confidential, informal conversation about the post, or if you require any additional support or adjustments to be made to enable you to engage with the recruitment process, please email the Finance, Audit and Probity subcommittee Chair, Parul Agarwal: parul.agarwal@parkour.uk or Head of Development, Nadine Barnard: nadine.barnard@parkour.uk

HOW TO APPLY

PLEASE INCLUDE JOB CODE
"FAP-SC" IN THE SUBJECT
LINE OF YOUR EMAIL



TO APPLY

Please submit the following to info@parkour.uk by 17:00 on September 6th, 2024. If you wish to apply for more than one role, please submit a separate application for each. Include the relevant job code in the subject line.

1. An up-to-date curriculum vitae (maximum 2 sides of A4), which provides a summary of key achievements and responsibilities.
2. A covering letter (maximum 2 sides of A4), which addresses the skills, knowledge and experience required for the role.
3. Contact details including an email address and suitable daytime and evening contact numbers.
4. Completed diversity data monitoring form.

CELEBRATING DIVERSITY

Parkour UK actively promotes diversity in employment and sport and welcomes applications from all parts of society.

SUPPORTING THE APPLICATION PROCESS

If you have any questions about the recruitment process, please contact info@parkour.uk, and we will respond within two working days.

REVIEWING APPLICATIONS

We will undertake a pre-screening exercise to remove any personal information that is not relevant to the shortlisting process.

A panel will review and thoroughly consider all the applications we receive. We will shortlist based on the examples given / evidence presented for the skills, knowledge and experience required.

We will contact shortlisted candidates during the week commencing September 9th with details of an invitation to an online interview via Microsoft Teams, which will take place during the week commencing 16th September 2024. Following the interviews, the roles will be offered.

We encourage applicants to contact us before applying if they have any concerns about their availability during the interview week.





Diversity Data Monitoring Form

Parkour UK wants to meet the aims and commitments set out in its equality policy. This includes not discriminating under the Equality Act 2010, and building an accurate picture of the make-up of the workforce in encouraging equality and diversity.

The organisation needs your help and co-operation to enable it to do this, but filling in this form is voluntary. The information provided will be kept confidential and will be used for monitoring purposes.

If you have any questions about the form, contact info@parkour.uk

Please return the completed form to info@parkour.uk with your application.

Gender Male Female Intersex Non-binary Prefer not to say

If you prefer to use your own gender identity, please write in:

Age 16-24 25-29 30-34 35-39 40-44 45-49
50-54 55-59 60-64 65+ Prefer not to say

What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box

Asian or Asian British

Indian Pakistani Bangladeshi Chinese Prefer not to say

Any other Asian background, please write in:

Black, African, Caribbean or Black British

African Caribbean Prefer not to say

Any other Black, African or Caribbean background, please write in:

Mixed or Multiple ethnic groups

White and Black Caribbean White and Black African White and Asian

Prefer not to say Any other Mixed or Multiple ethnic background, please write in:

White

English Welsh Scottish Northern Irish Irish

British Gypsy or Irish Traveller Prefer not to say

Any other White background, please write in:

Other ethnic group

Arab Prefer not to say Any other ethnic group, please write in:

Do you consider yourself to have a disability or health condition?

Yes No Prefer not to say

What is the effect or impact of your disability or health condition on your work? Please write in here:

The information in this form is for monitoring purposes only. If you believe you need a 'reasonable adjustment', then please discuss this with your manager, or the manager running the recruitment process if you are a job applicant.

What is your sexual orientation?

Heterosexual Gay Lesbian Bisexual Asexual

Pansexual Undecided Prefer not to say

If you prefer to use your own identity, please write in:

What is your religion or belief?

No religion or belief Buddhist Christian Hindu Jewish

Muslim Sikh Prefer not to say If other religion or belief, please write in:

Do you have caring responsibilities? If yes, please tick all that apply

None

Primary carer of a child/children (under 18)

Primary carer of disabled child/children

Primary carer of disabled adult (18 and over)

Primary carer of older person

Secondary carer (another person carries out the main caring role)

Prefer not to say